

S E C R E T

30 NOV 1983

MEMORANDUM FOR: Executive Director

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: DCI Area New Communications Services
Requirements, FY1986 through FY1990

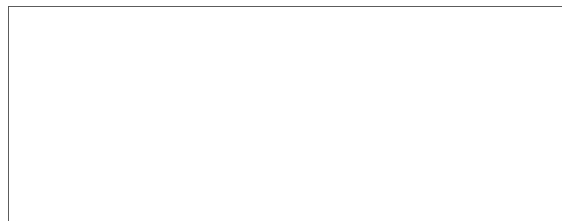
90-9

1. For FY1986, as in previous years, the Office of Communications will continue to program and budget for those services, with some modest increases, included in its base program. We recognize that DCI Area activities may have requirements for communications services in addition to those currently being satisfied. To assist you and OC in planning for these services, please identify to the Office of Communications those needs for enhanced or new communications services. OC will cost these requirements and return to you information that should be included in your program proposal for FY1986-90.

25X1

2. Your requirements for enhanced levels of services or for communications services for new initiatives should be submitted to the Office of Communications by 19 December in the format outlined in the attachment to this memorandum. Receiving your needs by this date will provide OC with sufficient time to prepare and forward to you cost estimates for the new requirements by 17 February 1984. This will allow your staff to include these estimates in the format specified by FY1986 Program and Budget Call.

25X1



25X1

S E C R E T

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SUBJECT: DCI Area New Communications Services Requirements,
FY1986 through FY1990

3. We understood from the Comptroller that standard communications services (black telephone, secure voice and a wide range of secure data transmission equipment) required for the new headquarters building will be programmed in a new headquarters building support initiative. However, any special or unique communication needs for the new building over and above the standard services are to be programmed by the operating component. These "special" services need to be identified in your submission to OC on 19 December.

25X1

4. The new communications requirements activity is being coordinated within OC by the Management and Liaison Staff/Requirements and Analysis Group. If you have any questions, please call As in past years, OC representatives are prepared to assist members of your staffs with the new requirements as necessary.

25X1

25X1

Harry E. Fitzwater

Harry E. Fitzwater

Attachment:
As stated

ORIGINATOR:

25X1

Director of Communications

11/23/83

Date

Distribution:

- Original - Addressee w/att.
- ② - DDA w/att.
- 1 - O/Compt/AG w/att.
- 1 - D/CO w/att.

S E C R E T

UNCLASSIFIED

NEW COMMUNICATIONS SERVICES

REQUIREMENTS

FORMATTING INSTRUCTIONS

1. Please submit requirements in the attached format.
2. Assign a requirement number, indicate office and program year. See example in upper right-hand corner.
3. Indicate whether the communications service is to be an enhanced service to an ongoing program or in support of a new initiative.
4. A priority rank of each requirement should also be assigned.
5. Classify as appropriate.

UNCLASSIFIED

S E C R E T
(S A M P L E)

REQ. NUMBER: DO/FR-01/86

OFFICE RANK: 1

OFFICE:

25X1

TITLE: Installation of Communications Equipment

REQUIREMENT:

Full word processor/communications installation
(New Initiative #1)

25X1
25X1

JUSTIFICATION:

Operational requirement for domestic field station which requires full word processing communications capability.

TIME REQUIREMENT:

FY-86

IMPACT OF LACK OF SERVICE ON OTHER PROGRAMS:

Unknown.

CONTACT:

Name:

Office:

Telephone:

25X1

(S A M P L E)

S E C R E T

S A M P L E

REQ. NUMBER: TSD-01/85

OFFICE RANK: 1 of 1

OFFICE: OSO/OG/TSD

TITLE: Secure Teletype Communications

REQUIREMENT:

TSD has a requirement for secure teletype communications between OSO/TSD and three contractor facilities in FY-86. XYZ, Inc., ABC Systems, and MNO Data, Inc. (Enhanced service to ongoing program.)

JUSTIFICATION:

Above facilities have contracts associated with highly sensitive operations and secure communications is required.

TIME REQUIREMENT:

FY-86

IMPACT OF LACK OF SERVICE ON OTHER PROGRAMS:

Lack of service will impact scheduled deliveries due to Program XXX.

CONTACT:

Name:

Office:

Telephone:

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25X1

S A M P L E

SECRET

DD/A Registry

83-4801/243

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

New Communications Services Requirements

FROM:

William F. Donnelly ☐
Director of Communications

EXTENSION

NO.

DATE 23 November 1983

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA
7D24 HQS

25 NOV 1983

29 NOV 1983

Please sign the attached memos to the Director, ICS and the Executive Director requesting their FY86-90 communications requirements.

2. A DDA

28 NOV 1983

3. DDA

30 NOV 1983

4.

5.

6.

7.

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11.

12.

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15.

SECRET25X1
25X1